

Family Development and Self-Sufficiency (FaDSS) Council

DRAFT Minutes

September 17, 2015

Drury Inn and Suites - 5505 Mills Civic Parkway – West Des Moines, Iowa

Mission:

Improve the lives of families at risk of long-term welfare dependency or family instability by creating opportunities for self-sufficiency.

Council Members Present:

Janet Melby – Iowa State University – **Vice Chairperson**
Heidi Wicks – Workforce Development.
Rachel Scott – Business Representative
Michael Fleming – University of Northern Iowa
Angela Madison for Tiffany Vasey – Department of Human Services

Bill Brand – Department Human Rights (Phone)
Lance Roorda – Department of Public Health
Billie Marchik – University of Iowa.
Tom Rendon – Department of Education

Ex-Officio Members Present:

Rep. John Wills

Rep. Marti Anderson

Council Members Absent:

Kelly Trave – Citizen Member
Zebulon Beilke–McCallum - Domestic Violence Rep. - **Chairperson**

Stephanie Stebens – Citizen Member

Ex-Officio Members Absent:

Senator Mark Costello

Senator Mary Jo Wilhelm

FaDSS Staff Present:

Tim Fitzpatrick – Department of Human Rights
Kelly Davydov – Department of Human Rights
Angela Madison – Department of Human Services

Lorie Easter – Department of Human Rights(phone)
Marcia Thompson – Department of Human Rights

Others Present:

Dianne Hendee – Sieda
Joy Olson – Sieda
Amy Lentz – NEICAC
Wendy Martinez – North IA
Karli Schmelzer – NEICAC
Amber Mercil – Four Oaks
Erika Clark - Eastern IA
Kelli Welding – Eastern IA
Rita Luder – Southeast IA
Jeanie Running – YSS
Doug Stodgel – Polk Co.
Jody McVey – Polk Co.
Patty Jones – SCICAP
Katie Christensen – MATURA

Becky Falck – Sieda
Katie Vis – Mid-Sioux
Nicole Griesse – NEICAC
Mindy Dolan – Opr. Threshold
Carrie McKelvey – NEICAC
Nicole Scott – Eastern IA
Mikki Guerdet – Eastern IA
John Reinhardt – Polk CO.
Sheila Paul – YSS
Cathie Page – YSS
Jeff Blocker – Polk Co.
Lucas Sulentic – LSI
Annetta Kline – SCICAP

Kirby Rowl – Sieda
Kayle Lennan – Mid- Sioux
Lisa Matthews – NEICAC
Anthony Santiago – ISU
Julie Weber-Davis – Four Oaks
Nicole Calhoun – Eastern Iowa
Vickie Sible – Eastern IA
Christy Evans – Polk Co.
Julie Fullhart – YSS
Jodi Trimble Dirks – Polk Co.
Todd Hachmann – Polk Co.
Amanda Hindley – West Central
Brenda Fry – SCICAP

1. Introductions\Council Representative's Updates

- Meeting was called to order at 11:10 by the vice – chairperson.
- Quorum was established.
- Ms. Melby introduced Dr. Anthony Santiago from Iowa State University as her guest.
- No updates given.

2. Approval of the Agenda – Vice Chairperson

MOTION:

Ms. Marchik moved that the agenda be approved.
Ms. Wicks seconded the motion.
There was no discussion.

VOTE:

All Council members voted aye. The agenda was approved.

3. Approval of the March 26, 2015, Council Minutes – Vice Chairperson

MOTION:

Ms. Scott moved that the March 26, 2015, minutes be approved as submitted.

Mr. Fleming seconded the motion.

There was no discussion.

VOTE:

All Council members present voted aye. The minutes of March 26, 2015, were approved.

Approval of the May 21, 2015, Council Minutes – Vice Chairperson

MOTION:

Ms. Marchik moved that the Minutes of the May 21, 2015, meeting be approved as submitted.

Mr. Fleming seconded the motion.

There was no discussion.

VOTE:

All Council members voted aye. The minutes of the May 21, 2015, were approved.

4. Approval of the FY 16 FaDSS Council Schedule – Vice Chairperson

- An anticipated FaDSS Council Schedule for FY 16 was included in the FaDSS packet that was sent to all Council members prior to the meeting.
- The suggested schedule is as follows:
 - September 17, 2015 in conjunction with the IFDA Retreat)
 - November 19, 2015
 - March 24, 2016
 - May 19, 2016
 - A June 2016 meeting if needed (to be discussed at May 19, 2016 meeting)
 - All meetings will be held from 11:00 a.m. to 1:00 at the Polk County River Place at 2309 Euclid Avenue in Des Moines.

MOTION:

Mr. Fleming moved that the FaDSS Council FY 16 Schedule be adopted as submitted.

Ms. Wicks seconded the motion.

There was no discussion.

VOTE:

All Council members voted aye. The FY 16 FaDSS Council Schedule was approved.

5. IFDA Update – Brenda Fry

- First meeting of the IFDA Committee will be on October 18th.
- FaDSS Day on the Hill is tentatively scheduled for Wednesday, January 13, 2016.

6. FY 2016 FaDSS Funding – Lorie Easter

- The chart shows the funding and capacity for 2016 by grantee for July 1, 2015 through June 30, 2016.
- We received full funding this year, no changes from last year.

7. Transition – Kelly Davydov

- Shared information on up-coming discussions on how transitions services are provided to FaDSS families.
- DHR maintains a Memorandum of Understanding with DHS on how FaDSS funds are to be expended. That MOU states that 90% of FaDSS funds be used to serve FIP eligible families, including families that are receiving 3 months of transition. Historically this is how all of our FaDSS funds have been used. We have been asked to look at how the 10% of funds that are not designated for use with and consider how we might use that to serve families beyond a three month transition period. There are a lot of considerations we need to explore before making any changes so we are at the beginning of the process. A retreat will be held at the end of October to gather the input of FaDSS Coordinators.
- This information will be shared with the Council after our preliminary analysis. We will be reviewing data around outcomes for families that received a full three months of transition versus those that did not receive transition services and how we could extend those positive outcomes for families.
- Ms. Marchik asked what percent of families actually get served in the full three month transition phase.
- DHR staff stated around 60% takes the full three months. Forty% take less than 3 months or no transition services.

8. Committee Updates

Outcomes Committee – Lore Easter

- The full Outcomes Committee will be meeting on October 1, 2015, and receiving recommendations from all three of the sub-groups. Recommendations from the full Outcomes Committee will come to the FaDSS Council in November.
- At the May FaDSS Council meeting it was discussed that an informal competitive solicitation for an enhanced data collection system had been released. We have a contract in place with Hornby Zeller and Associates. The new system will streamline all of our data collection efforts.
- There are three sub-groups that are working on Data Collection, Matrix and Assessment. The Data Collection Group is made up of Heidi Wicks, Michael Fleming, Alisa Schlieff, Bill Brand, Julie Weber-Davis, plus Angela Madison and DHR FaDSS staff. Their task is to streamline all of the data collection methods in the FaDSS program with the exception of the Matrix. They met in August.
- The Matrix group is made up of Tiffany Keimig, Andrew Floyd, Ron Ludwig, Clarissa Thompson, Wendy Martinez, and plus Angela Madison and DHR FaDSS staff. Their task is to enhance and revise the self-sufficiency matrix. They met in August.
- The Assessment sub-group is made up of Laura Benson, Mindy Clayton, Ann Corwin, Tom Rendon, plus Angela Madison and DHR FaDSS staff. Their task is to enhance the assessment process using the guidance that was given in the Hornby Zeller & Associates Framework for Evaluation. This group met on September 1st. They have been working on a menu of assessment tools and a document that will serve as a resource guide for FaDSS programs to reference when selecting and implementing formal assessment tools. All of these have some sort of evidence base behind them. Their recommendations will also be taken to the full Outcomes Committee but can also be used in the upcoming FaDSS application for next year.
- Tom Rendon asked if the new data collection system will have the ability to connect with any other systems at the state, particularly on the DHS site, FIP, or the Child Care Assistance or other family support systems. Mr. Fitzpatrick stated not at this time. Hopefully it will at some time in the future.

Nominations Committee – Tim Fitzpatrick

- The Nominations Committee met earlier this morning to consider a business representative for the Council vacancy.
- Bill Brand completed a nomination form for Shawna Johansen as a business representative for the FaDSS Council. She is a small business owner from Des Moines. She is a Licensed Mental Health Services provider. She offers a wealth of experience and knowledge as both a member of the business community and as a helping professional. She has prior experience including as a home visitor with a previous employer and has also completed Family Development Certification training.

MOTION:

The Nomination Committee has moved to Shawna Johansen fill the position of business representative on the FaDSS Council. Ms. Scott seconded the motion.

VOTE:

All Council members present voted aye. Ms. Johansson is now the new business representative.

- Zebulon Beilke-McCallum's term on the FaDSS Council as the Domestic Violence Representative is about to expire.

MOTION:

Ms. Scott moved that Mr. Beilke-McCallum's term be extended from November 2015 through November of 2018. Mr. Fleming seconded the motion.

VOTE:

All Council Members present voted aye. Mr. Beilke-McCallum's term is extended from November 2015, through November of 2018.

- Committee continues to look for a nomination to cover the minority citizen member, who must be a current or past recipient of the FIP program who is a member of a minority population.

9. Capacity Update – Tim Fitzpatrick/Kelly Davydov

- There are two grantees that have been below the 95% of capacity for three months. They are Lutheran Services in Iowa who has had some staffing changes and the number of families currently on FIP in the NW part of Iowa is greatly reduced.

- SIEDA has done a lot of work over the last year to enhance their program overall. They were quite improved in capacity for a few months and recently have experienced some challenges including some staff turnover. On August 14, they submitted an action plan around their capacity struggles which identified a number of areas they will be focusing on. They will be working with their local JOBS office to rebuild their relationships and working on rebuilding their relationships with the families in the communities and family engagement strategies. They also have some issues around shifting FIP case numbers in some counties in their service area.
- There are a number of capacity challenges being faced by various grantees throughout the state. We have invited the FaDSS Coordinators to participate in a retreat at the end of October that focuses just on capacity. The intent of the retreat is to address some of the bigger issues or global challenges that the program faces. We will look at overall declining FIP numbers, slot distribution, distribution of slots to the areas of greatest need, how we plan for staff vacancies.
- Staff is hoping to get some good input/ideas to bring back to the FaDSS Council in looking at capacity in the future.
- Ms. Wicks suggested that PJ Supervisors be invited to attend the retreat to hear more about communication and cooperation on getting referrals moving forward. Caseloads are down, in 2010 they have around 12,000 cases statewide, currently we are at 7,200.
- DHR staff will be working hard to pull together data on FIP caseloads, staffing, over and underserved areas, population statistics, census data, pockets of poverty, etc prior to the retreat.

10. FaDSS Website Overview- Tim Fitzpatrick

- A presentation on the FaDSS section of the newly up-dated DHR website was given.
- If any changes/updates are needed for addresses or phone numbers etc. on the web-site contact Tim Fitzpatrick.

11. Staff Update - Staff

Standards Update – Kelly Davydov

- In FY 2015 we decided to suspend monitoring with the FaDSS grantees on compliance with the FaDSS organization standards. We still monitor for the FaDSS program standards and although the FaDSS organization standards are still in effect, we decided to suspend monitoring for a couple of reasons. The implementation on some grantees with other accrediting bodies that they must comply with. In the interim we have had various discussions internally and came up with a process to ensure that programs are complying with a set of organization standards while minimizing that burden of duplication of multiple groups of individual out to monitor for the same kinds of things. We have devised a few different accrediting processes grantees can choose from beginning in FY 2016. We will consider this a transition year in terms of monitoring. We will meet with each grantee during the on-site review process. They will be able to share with us which accrediting process or body they choose to demonstrate compliance with. They can choose from The Council on Accreditation, the Accreditation process from the Community Services Block Grant, From Carp standards, or FaDSS standards. In 2016 they will identify which process they wish to use and demonstrate compliance at that time. By 2017 they will have to demonstrate compliance with a set or organizational standards. .

TRAININGS – Kelly Davydov

- In August a two day training FaDSS 101 training and the second day was how to implement the FaDSS program standards.

12. Other Business

- Tom Rendon wanted to know if any feed-back has been given to DHS from DHR FaDSS staff around the CCDF Plan. He suggests that they talk to Mr. Rendon so he can send them the draft of the plan. He wants input into what barriers FaDSS is running into getting access to child care and what kind of changes are needed. This opportunity hasn't happened in 18 years.
- Tim Fitzpatrick stated that we will be offering an orientation to the FaDSS Council for new Council members prior to the meeting about 10:00 a.m. on November 19, 2015. A notice will be sent out to folks.
- Ms. Melby thanked Representative Marti Anderson and John H. Wills for attending the meeting today.

13. Next Meeting

- The next meeting will be held on November 19, 2015, at 11:00 a.m. at Polk County River Place, Room 1A, Des Moines, Iowa.

15. Adjournment

MOTION: Ms. Melby moved that the meeting adjourn. Ms. Wicks seconded the motion. The meeting adjourned at approximately 1:03.

Respectfully submitted,

Marcia Thompson